



LAKE COUNTY DISTRICT ATTORNEY'S OFFICE
BUREAU OF INVESTIGATIONS

163672
Page 1 of 7

255 N. Forbes Street, Lakeport, California 95453

Case Number

DAI 16-566

INVESTIGATION REPORT


Code Section 132 PC, 134PC, 470(a)PC, 118 PC		Crime Forged Evidence submitted to Court, Forgery, Perjury			
Date Occurred From/To 08/17/2016		Time Occurred From/To 1330- 1345		Classification Code Felony	
Location of Incident 255 N. Forbes St. Lakeport, CA 95453 – Superior Court – Courtroom #1					
Case Referral					
Reporting Officer A.J. Chapman		ID# 2316	Agency Lake County District Attorney Office		Phone# (707) 263- [REDACTED]
Address of Agency 255 N. Forbes Avenue				Phone# (707) 263- [REDACTED]	
Requesting Attorney NA				Phone#	
Specific Request					
Case Information					
Involvement Codes: V – Victim W – Witness R – Reporting Party L – Investigative Lead					
Code V	Name (Last, First, Middle or Business Name Lake County Superior Court			DOB NA	Sex ID
Residence Address				Phone#	
Business Address 255 N. Forbes St. Lakeport, CA 95453				Phone# (707) 263- [REDACTED]	
Victim Type Victim		Direct Loss	Indirect Loss	Business Type Superior Court	
Code W	Name (Last, First, Middle) Reynolds, Dennis –Senior Probation Officer			DOB NA	Sex M ID
Residence Address				Phone#	
Business Address 4477 Moss Avenue # C Clearlake, CA 95422				Phone# (707) 995- [REDACTED]	
Code W	Name (Last, First, Middle) Morin, Kelly – Legal Secretary II			DOB	Sex F ID
Residence Address				Phone#	
Business Address 201 S. Smith St. Lakeport, CA 95453				Phone# (707) 262- [REDACTED]	
Code	Name (Last, First, Middle)			DOB	Sex ID
Residence Address				Phone#	
Business Address				Phone#	
Routing: DA - County _____ LE. - Agency _____ Other _____					
Reporting Officer A. J. Chapman		ID# 2316	Date 08/18/2016		

LAKE COUNTY
DISTRICT ATTORNEY
AUG 19 2016
RECEIVED

Investigation Report Continued	OAC#	DA# 1C 36	Page 2 of 9
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Suspect Information			
Suspect # 1	Name (Last, First, Middle) James, Merissa Leigh	DOB 05/03/1978	Description WFA 5'04"/145 Red/Bro
Residence Address 10260 Point Lakeview Rd. Kelseyville, CA 95451			Phone#
Work Address None			Phone#
DL B71	SS# 605-36-	CII A22368439	Other Identification FBI-805534VB5
Suspect#	Name (Last, First, Middle)	DOB	Description
Residence Address			Phone#
Work Address			Phone#
DL#	SS#	CII#	Other Identification
Suspect#	Name (Last, First, Middle)	DOB	Description
Residence Address			Phone#
Work Address			Phone#
DL#	SS#	CII#	Other Identification

Evidence
<ol style="list-style-type: none"> 10 copies of Monthly Report Forms submitted by Merissa James (Attachment #1) 2 copies of Sample Monthly Report Forms provided by Lake County Probation (Attachment #2) 3 copies of Emails provided by Lake County Probation Department (Attachment # 3) 1 copy of File Properties Information sheet provided by Lake County Probation Department (Attachment #4) 1 CD Containing Interrogation of Merissa L. James 1 CD Containing Interview of Senior DPO Dennis Reynolds

Reporting Officer A.J. Chapman	Approval 	Date 2
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Summary

VIOLATIONS INVESTIGATED:

California Penal Code Section 132 ~ *Every person who upon any trial, proceeding, inquiry, or investigation whatever, authorized or permitted by law, offers in evidence, as genuine or true, any book, paper, document, record, or other instrument in writing, knowing the same to have been forged or fraudulently altered or ante-dated, is guilty of felony.*

California Penal Code Section 134 ~ *Every person guilty of preparing any false or ante-dated book, paper, record, instrument in writing, or other matter or thing, with intent to produce it, or allow it to be produced for any fraudulent or deceitful purpose, as genuine or true, upon any trial, proceeding, or inquiry whatever, authorized by law, is guilty of felony.*

California Penal Code Section 470 (a) ~ *Every person who, with the intent to defraud, knowing that he or she has no authority to do so, signs the name of another person or of a fictitious person to any of the items listed in subdivision (d) is guilty of forgery.*

(b) Every person who, with the intent to defraud, counterfeits or forges the seal or handwriting of another is guilty of forgery.

(c) Every person who, with the intent to defraud, alters, corrupts, or falsifies any record of any will, codicil, conveyance, or other instrument, the record of which is by law evidence, or any record of any judgment of a court or the return of any officer to any process of any court, is guilty of forgery.

California Penal Code Section 118 PC (a) ~ *Every person who, having taken an oath that he or she will testify, declare, depose, or certify truly before any competent, tribunal, officer, or person, in any of the cases in which the oath may by law of the State of California be administered, willfully and contrary to the oath, states as true any material matter which he or she knows to be false, and every person who testifies, declares, deposes, or certifies under penalty of perjury in any of the cases in which the testimony, declarations, depositions, or certification is permitted by law of the State of California under penalty of perjury and willfully states as true any material matter which he or she knows to be false, is guilty of perjury.*

SUMMARY:

On 07/07/2016, at approximately 1630 hours, I was made aware of this investigation by Senior Deputy District Attorney (DDA) Danny Flesch of the Perjury Intervention Unit. Senior DDA John DeChaine had been present in court litigating a Violation of Probation Hearing on Suspect #1 – Merissa Leigh James. According to DeChaine, during the proceedings and immediately following the on record testimony, James submitted through her attorney of record, Komnith Moth, several copies of Monthly Report Forms as proof that she had been reporting to the Lake County Probation Department as per the requirements of the terms of her formal probation with the county. (Attachment #1) Counselor Moth provided a copy of these forms to DeChaine and indicated to him that those forms would be what Suspect James would be submitting as evidentiary proof to the court that she had completed her monthly reporting requirements.

Standing next to DDA DeChaine during this encounter, was Senior Probation Officer (PO) Dennis Reynolds – Assigned as the Probation Officer of Record for Merissa James. PO Reynolds immediately noticed a discrepancy in the Monthly Reporting forms. According to DeChaine, PO Reynolds stated the forms that James had submitted for the period of time between April 2015 and November 2015 were fraudulent. PO Reynolds noted this because the form(s) that James submitted had not been in use or even created until October 2015. In essence James had provided to her attorney forms indicating she had sent in her Monthly Reporting Forms on a form that was only recently created thereby potentially committing forgery. This

established the basis of this investigation going forward.

On 07/08/2016, at approximately 1645 hours, I contacted Kelly Morin, Legal Secretary II for the Lake County Probation Department. Ms. Morin is the author of the Monthly Reporting Forms and the creator of any/all modifications of the Monthly Reporting Form. I spoke to Ms. Morin regarding this investigation. Ms. Morin was able to access her computer files and give me the exact dates the Monthly Reporting Forms had been modified from what is commonly referred to as the "old form" or "one sided form" to the present day most recent modification- Two sided form. (This most recent modification is the form on which James submitted "proof" Not the "old form" which would have been in circulation at the time frame listed above.)

Ms. Morin was able to provide me a copy of an email that had gone out to the entire Lake County Probation Department on June 19, 2015. (Attachment #3) This email in essence notifies the Department to discard any and all of the "old form" and begin using the new modified Monthly Reporting Form. Ms. Morin further related there was a second "edit" of the form which was made on October 27, 2015, this edit as well was emailed to the entire Probation Department. Ms. Morin was able to provide a copy of this email as well. (Attachment #3) Ms. Morin then went into the actual Monthly Reporting Form file on her computer, she selected the properties tab and screen captured the properties of the Monthly Reporting Form Document file. She saved this image and emailed it to me the next morning. This image clearly shows the file creation date of the Monthly Reporting Form as being June 19th, 2015 and edited on October 27th, 2015. (Attachment #4)

Ms. Morin is the creator of the new form. There were not any new forms in existence prior to the first creation date of June 19, 2015. Therefore it is impossible for Ms. James to have submitted her Monthly Report on a form that was not in existence at the time.

Ms. Morin was able to provide me with a current version of the Monthly Report Form. (Attachment #2) PO Reynolds was able to provide me with a redacted sample copy of the "old form". (Attachment # 2) A cursory glance at both forms side by side clearly establishes the forms are dramatically different. Of note, is that the "old form" is one sided. The current form is single page but two sided. Additional obvious differences are readily visible including added content at the bottom of the face page of the current form.

Based upon the fact that Ms. James had not testified in the matter and also had not officially submitted the documents a decision was reached to monitor the investigation. Ms. James had a scheduled hearing coming on calendar and would have an opportunity to submit the proper legal accurate documents to the court as well as provide supporting oral testimony on her behalf to support her cause.

On 08/17/2016, at approximately 1111 hours, I conducted an interview with Lake County Senior Probation Officer Dennis Reynolds. This interview took place at the Lake County District Attorney's Office and was recorded via a Sony Digital Recorder. Immediately following this interview, the recording was transferred to a Compact Disc and submitted to the case file. PO Reynolds related to me in essence the following:

PO Reynolds' statement in essence matches the synopsis given above. He remembers looking at the forms after Counselor Moth handed them to DeChaine and thinking that they didn't look right. He stated that Ms. James was on probation and had failed to adequately report on a monthly basis. Specifically, the months of February 2015 through November 2015. This failure to report generated a violation of the terms and conditions of her probation. PO Reynolds explained the process by which he ensured that the forms weren't actually submitted. He first checks the Probationer's hard file to see if the original form(s) is in there. He then checks an electronic checks and balance system by which the form is entered into upon receipt by any member of the Probation Department. After not finding any forms for Ms. James from February 2015 through November 2015 he noted this was a violation of the terms of her probation. He combined this knowledge with other factors and other violations leading him to write a report which recommended a violation of probation on Ms. James. PO Reynolds then went over the three versions of the form and clarified them for the

Reporting Officer

A.J. Chapman

Approval

Date

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investigation. Version 1- "Old form"- single sided – In use up until June 19th, 2015. (Attachment #2)
Version 2- "Revised form"- Two sided – In use from June 19, 2015 – October 27, 2015. Version #3 –
"Current Form"- Two Sided – In use from October 27, 2015 to Present.

PO Reynolds related Merissa James came into the Clearlake branch of the Probation Department on **June 15, 2016**, and was provided with several copies of the "Current Form." (Of note, the form on which she submitted all of her delinquent Monthly Reports.) She also submitted a form on the spot for the month of June 2016.

PO Reynolds related he had also seen the emails from Ms. Morin detailing the existence of a revised form. PO Reynolds stated the only way Probationers could get a copy of the blank Monthly Reporting Form was to come into the office and be provided copies or to request blank forms be mailed to them. There is not an option to print it out online. He had also seen the file creation date image and there was no doubt in his mind that Ms. James was going to fraudulently present evidence as factual and true via the ante-dated Monthly Reporting Forms. The interview was concluded.

On 08/17/2016, at approximately 1240 hours, in Lake County Superior Court, Courtroom #1, Ms. Merissa James was scheduled to appear for a Violation of Probation Hearing before the Honorable Judge Lunas. PO Reynolds was sworn in and testified about the violation of probation and lack of supporting documentation. After a court recess, Ms. James was duly sworn in by Superior Court Clerk Julie Harmon at 1334 hours and her response was "I do." Counselor Moth submitted into Evidence copies of 10 Monthly Reporting Forms as Detailed Below:

1. Monthly Report Form – Lake County Probation Department Dated: 04-05-15 Signed by Merissa James. * (On the current form)
2. Monthly Report Form – Lake County Probation Department Dated: 05-3-15 Signed by Merissa James. * (On the current form)
3. Monthly Report Form – Lake County Probation Department Dated: 6-10-15 Signed by Merissa James. * (On the current form)
4. Monthly Report Form – Lake County Probation Department Dated: July 6, 2015 Signed by Merissa James. * (On the current form)
5. Monthly Report Form – Lake County Probation Department Dated: 9-5-15 Signed by Merissa James * (On the current form)
6. Monthly Report Form – Lake County Probation Department Dated: Oct 3, 2015 Signed by Merissa James. * (On the current form)
7. Monthly Report Form – Lake County Probation Department Dated: 11-1-15 Signed by Merissa James. * (On the current form)
8. Monthly Report Form – Lake County Probation Department Dated: 12-6-15 Signed by Merissa James. * (On the current form)
9. Monthly Report Form – Lake County Probation Department Dated: No date Signed by Merissa James. * (Accurate reporting form received and stamped by Probation)

10. Monthly Report Form – Lake County Probation Department Dated: 6-15-16 Signed by Merissa James. *(Accurate reporting form received and stamped by Probation)

Counselor Moth presented each of the Monthly Reporting Forms to Merissa one by one while she was on the stand while under oath and asked her specifically if she had filled out the forms herself. She said, "yes" to each form. Counselor Moth asked her specifically if she had signed her signature on the bottom of the forms to which she answered, "yes." Counselor Moth asked her specifically how she had presented the forms to the Probation Department and she in essence stated she mailed each of the forms to the Probation Department in Clearlake on or near the date she filled them out, "within a day or two." The forms were entered as Evidence under Defense Exhibits A-G. These forms were examined by Senior DDA Trang Jensen and PO Reynolds. They were the exact same forms which PO Reynolds had observed Counselor Moth give to DDA DeChaine during the previous court appearance of Ms. James. They were ALL submitted on the revised current form which was not in existence at the time testified to by Ms. James.

I was in the courtroom during this entire proceeding. I witnessed Ms. James get sworn in and heard her promise to tell the truth, the whole truth and nothing but the truth. I then witnessed as Ms. James committed perjury by lying to the court about the Monthly Reporting Forms and her submission of them. The fact that Ms. James had altered a document and ante-dated a document and then submitted it as a material piece of evidence to the court constituted the crime of 132 PC – Providing false evidence. Ms. James was also in violation of 470(c) PC – Forgery and 118 PC – Perjury.

ARREST/ INTERROGATION & BOOKING

Based upon the evidence of Ms. James commission of perjury in open court while under oath, I placed Ms. James under arrest immediately upon her leaving the courtroom. I placed Ms. James into handcuffs via an approved handcuffing technique. The handcuffs were checked for tightness and double locked. I placed Ms. James under arrest in the foyer of the courtroom. I advised Ms. James that we would allow her to notify her family so that child care could be arranged for her six children who were presently being watched by her oldest son Darian. District Attorney Investigator Denis Hinchcliff – 2314 and I walked Ms. James over to my office. Once at my office, I made several phone calls in an attempt to notify the father of all the children about the circumstances and I was unable to reach him. Ms. James indicated that we could call Mr. Marlon Jones on her phone and she could talk to him. After a few failed attempts, Ms. James was able to receive a call on her cell phone from Mr. Jones. This call was placed on speaker so that Ms. James, who was handcuffed could freely speak to Mr. Jones. During this verbal exchange, Ms. James made several spontaneous declarations including: "I am going to jail for perjury . . . for my monthly report forms." To which Mr. Jones replied, "You weren't honest on it? To which Ms. James stated, "no." Ms. James also stated during this phone conversation, "I obviously lied; I did not complete my forms." The phone call was concluded once it was determined Mr. Jones had adequate means to care for all the children.

At approximately 1400 hours, I advised Ms. James of her Miranda Rights which she clearly stated she understood after each question was asked to her by stating "yes". Ms. James elected to waive her rights and began speaking freely upon questioning. This entire arrest and interrogation of Ms. James was recorded via a Sony Digital Recorder and transferred to a Compact Disc. A copy was submitted to the case file as evidence.

Ms. James related to me in essence the following: She related she had obviously lied and she began breaking down in tears. Ms. James then fully confessed to committing perjury as well as providing false evidence to the court. Ms. James related she had been going through a tough time lately due to the fact her parents had been in a very serious collision and her grandmother had also passed away within the last year. Ms. James said she had to come up with a way that she could not get her probation violated. She thought about the forms

Reporting Officer
A.J. Chapman

Approval


Date


and decided to try it. She went into the Clearlake Probation office on or around June 15, 2016 and obtained approximately 4-6 copies of the Monthly Reporting Forms. (Current Form). Ms. James did not know that the form had changed and been revised two times in the past year. Ms. James related she filled a few of the forms out at a time and falsely put the date as the dates she had not reported or submitted a Monthly Report. She did this on her own and Counselor Moth did not know anything about it. Ms. James then photocopied the forms and presented them to Counselor Moth as being factual representations of her Monthly Reporting requirements.

I took each form in question and one by one asked Ms. James if she had fraudulently filled out each of the above listed forms. With the exception of the above listed two accurate forms, Ms. James admitted she had ante-dated and forged the other eight forms.. She knew at the time she was filling them out that what she was doing was lying. She admitted that while she was on the stand she knew that what she was saying was a lie and not being honest to the court. She claims she did not know that the ante-dating or presentation to the court was a crime. When asked if she had been honest to the court, Ms. James stated "no." The interrogation was completed.

Investigator Hinchcliff and I transported James to the Lake County Sheriff's Department Central Jail where she was booked into custody at approximately 1530 hours.

On 08/18/2016, at approximately 1030 hours, I prepared an official court transcript request from Court Reporter Terry Dedrick. This request will provide the official transcripts from this entire proceeding. Once this transcript is received, it will be entered into evidence and submitted to the case file.

STATEMENTS:

**** All statements are included in the supplemental reports or narrative sections of this report.**

AGENCIES INVOLVED:

1. Lake County District Attorney's Office
Bureau of Investigations
255 N. Forbes St.
Lakeport, CA 95453
(707) 263-2551
Case # DAI 16-566
2. Lake County Probation Department
4477 Moss Avenue #C
Clearlake, CA 95422
(707) 995-4306

WITNESSES:

1. Lake County Senior Probation Officer – Dennis Reynolds

* Can and will testify to the Monthly Report Forms being Forged and Ante-dated.

2. Lake County Probation Legal Secretary II – Kelly Morin

* Can and will testify to the Monthly Report Form file creation and file modification dates.

Reporting Officer
A.J. Chapman

Approval 

Date

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ATTACHMENTS:

1. **10 copies of Monthly Report Forms submitted by Merissa James**
2. **2 copies of Sample Monthly Report Forms provided by Lake County Probation**
3. **3 copies of Emails provided by Lake County Probation Department**
4. **1 copy of File Properties Information sheet provided by Lake County Probation Department**

ANALYSIS:

Based upon this investigation, it appears true beyond a reasonable doubt that Ms. James willfully and intentionally violated **California Penal Code Section 132 – False Evidence to the Court- A Felony**. This can be established and proven by the following: Ms. James prepared ante-dated official documents which she knew at the time were fraudulent. Ms. James purposely ante-dated the forms to cover the exact time period of she had failed to report. Ms. James caused the ante-dated forged form to be presented to the court as official evidence fully knowing at the moment of presentation that the items (forms) were fraudulent and ante-dated. Upon a legal proceeding – A violation of probation hearing presented the altered evidence as material evidence. The form on which Ms. James presented this evidence was not in existence at the time and could not have been used to present proof of anything. Ms. James admitted under Miranda that she had purposely ante-dated these forms for the sole purpose of avoiding punishment. Ms. James fully admitted under Miranda that she knew that what she was doing was wrong.

Based upon this investigation, it appears true beyond a reasonable doubt that Ms. James willfully and intentionally violated **California Penal Code Section 470 (c) – Forgery –A Felony**. This can be established and proven by the following: Ms. James prepared ante-dated official documents which she knew at the time were fraudulent and false. Ms. James purposely ante-dated the forms to cover the exact time period of she had failed to report. Ms. James caused the falsified form to be presented to the court as official evidence fully knowing at the moment of presentation that the items (forms) were fraudulent and ante-dated. Upon a legal proceeding – A violation of probation hearing presented the altered evidence as material evidence. The form on which Ms. James presented this evidence was not in existence at the time and could not have been used to present proof of anything. Ms. James admitted under Miranda that she had purposely ante-dated these forms for the sole purpose of avoiding punishment. Ms. James fully admitted under Miranda that she knew that what she was doing was wrong.

Based upon this investigation, it appears true beyond a reasonable doubt that Ms. James willfully and

Reporting Officer
A.J. Chapman

Approval 

Date

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intentionally violated **California Penal Code Section 118 – Perjury- A Felony**. This can be established and proven by the following: Ms. James was scheduled for an appearance in Lake County Superior Court. Ms. James was duly sworn in by the court clerk and promised under penalty of perjury to tell the truth. Ms. James was asked a whole series of questions pertaining to the monthly reporting forms. Ms. James lied to the court numerous times while under oath. Each form which she submitted to the court she was asked about. She lied each and every time she stated she had sent in the report to Probation. The form in question which she is alleged to have sent did not exist until October 28, 2015. Therefore, each and every question pertaining to the submitted forms was an instance of perjury. According to my observations, Ms. James testified eight (8) times about the forms she had submitted as being accurate. Ms. James later admitted under Miranda that she had been dishonest with the court. Ms. James further acknowledged that each and every time she answered a question about the form she knew it was a lie.

RECOMMENDATIONS:

I recommend this report and all attachments be submitted to the Lake County District Attorney's Office for filing and prosecution of the appropriate listed charges.

Reporting Officer

A.J. Chapman

Approval 

Date

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Attachment #1



MONTHLY REPORT FORM
Lake County Probation Department
201 South Smith St.
Lakeport, CA 95453
(707) 262-4285



Instructions: Print clearly. Answer all questions, do not leave blanks. Do not write "Same as last report" or "See last report". Do not send a copy. Report is due between the 1st and 10th of each month. **DO NOT FAX REPORT.** Do not send multiple reports in one month, only the current month will count. Do not send dirty or soiled forms, and write legibly. Information provided on this form is for the previous month.

DATE FORM COMPLETED: 4-5-15

Who do you live with? (Do not list yourself. If you need more room print on back of form)

Full Name (s)	Age	Relationship to you
<u>Merissa James</u>	<u>37</u>	<u>Self</u>
<u>Darian James</u>	<u>13</u>	<u>Son</u>

What is your source of monthly income (aid, employment, etc.)? unemployment
If you are employed, who is your employer? N/A Full time ☐ Part time ☐
Name and phone number of your supervisor? N/A
Employment address (including city and state) N/A

EARNINGS	MONTHLY EXPENSES	What new debts do you have?
Monthly Salary: <u>1620.00</u>	Rent: <u>1300.00</u> Food: <u>300.00</u>	<u>none</u>
Spouse's Salary: <u>0</u>	Installment Payments: <u>0</u>	
Other income: <u>0</u>	Insurance: <u>0</u>	
Explain other income: _____	Transportation: <u>0</u>	Have you made your fine/restitution payment this month? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Total Income: <u>1620.00</u>	Medical: <u>0</u>	If no, explain why: <u>not enough money after bills are paid.</u>
Balance on hand: <u>200.00</u>	Clothing: <u>0</u>	
	Total Paid Out: <u>1600.00</u>	

Have you had any police contact? Yes ☐ No ☒ If yes, explain _____

Merissa James
PRINT Name Here

[Signature]
SIGN Name Here

Street address

same as physical
Mailing Address

Lowerlake, CA 95457
City, State Zip code

City, State Zip code

New address? Yes ☐ No ☒ Date moved: _____

Email Address

(Is this a cell # Yes ☒ No ☐)

Phone Number

U.S. Cellular
Cell Phone Provider

CHECK HERE IF YOU NEED MORE FORMS ☐

-- *DO NOT WRITE BELOW THIS LINE* -- Office Use Only -- *DO NOT WRITE BELOW THIS LINE* --

Employee initial _____

PR _____

C CK M

FS?

Yes

No

VI



MONTHLY REPORT FORM
Lake County Probation Department
201 South Smith St.
Lakeport, CA 95453
(707) 262-4285



Instructions: Print clearly. Answer all questions, do not leave blanks. Do not write "Same as last report" or "See last report." Do not send a copy. Report is due between the 1st and 10th of each month. **DO NOT FAX REPORT.** Do not send multiple reports in one month, only the current month will count. Do not send dirty or soiled forms, and write legibly. Information provided on this form is for the previous month.

DATE FORM COMPLETED: 5-3-15

Who do you live with? (Do not list yourself. If you need more room print on back of form)

Full Name (s)	Age	Relationship to you
Merissa James	37	Self
Darian James	13	Son

What is your source of monthly income (aid, employment, etc.)? unemployment

If you are employed, who is your employer? N/A Full time ☐ Part time ☐

Name and phone number of your supervisor? N/A

Employment address (including city and state) N/A

EARNINGS	MONTHLY EXPENSES	What new debts do you have?
Monthly Salary: <u>1620.00</u>	Rent: <u>1300.00</u> Food: <u>300.00</u>	<u>None</u>
Spouse's Salary: <u>0</u>	Installment Payments: <u>0</u>	
Other income: <u>0</u>	Insurance: <u>0</u>	
Explain other income: <u>0</u>	Transportation: <u>0</u>	Have you made your fine/restitution payment this month? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Total Income: <u>1620.00</u>	Medical: <u>0</u>	If no, explain why: <u>not enough income looking for work</u>
Balance on hand: <u>75.00</u>	Clothing: <u>0</u>	
	Total Paid Out: <u>1600.00</u>	

Have you had any police contact? Yes ☐ No ☒ If yes, explain _____

Merissa James
PRINT Name Here

[Signature]
SIGN Name Here

Street address

SAME AS physical
Mailing Address

City, State

Zip code

City, State

Zip code

New address? Yes ☐ No ☒ Date moved: _____

Email Address

(Is this a cell # Yes ☐ No ☐)

Phone Number

U.S. Cellular
Cell Phone Provider

CHECK HERE IF YOU NEED MORE FORMS ☐

— *DO NOT WRITE BELOW THIS LINE* — Office Use Only — *DO NOT WRITE BELOW THIS LINE* —

Employee initial _____

PR _____

C CK M

FS?

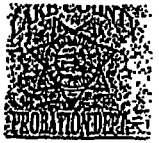
Yes

No

1.2



MONTHLY REPORT FORM
Lake County Probation Department
201 South Smith St.
Lakeport, CA 95453
(707) 262-4285



Instructions: Print clearly. Answer all questions, do not leave blanks. Do not write "Same as last report" or "See last report." Do not send a copy. Report is due between the 1st and 10th of each month. **DO NOT FAX REPORT.** Do not send multiple reports in one month, only the current month will count. Do not send dirty or soiled forms, and write legibly. Information provided on this form is for the previous month.

DATE FORM COMPLETED: 10-10-15

Who do you live with? (Do not list yourself. If you need more room print on back of form)

Full Name (s)	Age	Relationship to you
MORISSA JAMES	37	Self
Marlon Jones	16	Son

What is your source of monthly income (aid, employment, etc.)?

If you are employed, who is your employer? _____ Full time ☐ Part time ☐

Name and phone number of your supervisor? _____

Employment address (including city and state) _____

EARNINGS	MONTHLY EXPENSES	What new debts do you have?
Monthly Salary: <u>1620.00</u>	Rent: <u>366.00</u> Food: <u>300.00</u>	<u>None</u>
Spouse's Salary: <u>0</u>	Installment Payments: <u>0</u>	
Other income: <u>0</u>	Insurance: <u>0</u>	
Explain other income: <u>0</u>	Transportation: <u>0</u>	Have you made your fine/restitution payment this month? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Total Income: <u>1620.00</u>	Medical: <u>0</u>	If no, explain why: _____
Balance on hand: <u>25.00</u>	Clothing: <u>0</u>	<u>not enough income.</u>
	Total Paid Out: <u>1600.00</u>	

Have you had any police contact? Yes ☐ No ☒ If yes, explain _____

Merissa A James

PRINT Name Here

Street address

Lakeview CA 95457

City, State

Zip code

New address? Yes ☐ No ☒ Date moved: _____

Phone Number

us cellular

Cell Phone Provider

[Signature]
SIGN Name Here

SAME AS physical
Mailing Address

City, State

Zip code

Email Address

CHECK HERE IF YOU NEED MORE FORMS ☐

-- *DO NOT WRITE BELOW THIS LINE* -- Office Use Only -- *DO NOT WRITE BELOW THIS LINE* --

Employee initial _____

PR _____

C CK M

FS?

Yes

No

13



MONTHLY REPORT FORM
Lake County Probation Department
201 South Smith St.
Lakeport, CA 95453
(707) 262-4285



Instructions: Print clearly. Answer all questions, do not leave blanks. Do not write "Same as last report" or "See last report." Do not send a copy. Report is due between the 1st and 10th of each month. **DO NOT FAX REPORT.** Do not send multiple reports in one month, only the current month will count. Do not send dirty or soiled forms, and write legibly. Information provided on this form is for the previous month.

DATE FORM COMPLETED July 16, 2015

Who do you live with? (Do not list yourself. If you need more room print on back of form)

Full Name (s)	Age	Relationship to you
<u>Merissa James</u>	<u>37</u>	<u>Self</u>
<u>Martin Jones</u>	<u>16</u>	<u>Son</u>

What is your source of monthly income (aid, employment, etc.)? Unemployment

If you are employed, who is your employer?

Full time ☐ Part time ☐

Name and phone number of your supervisor?

Employment address (including city and state)

EARNINGS	MONTHLY EXPENSES	What new debts do you have?
Monthly Salary: <u>1206.00</u>	Rent: <u>306.00</u> Food: <u>406.00</u>	<u>None</u>
Spouse's Salary: <u>0</u>	Installment Payments: <u>Child Support 400.00</u>	
Other income: <u>0</u>	Insurance: <u>0</u>	
Explain other income: <u>0</u>	Transportation: <u>0</u>	Have you made your fine/restitution payment this month? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Total Income: <u>1206.00</u>	Medical: <u>0</u>	If no, explain why: <u>unable financially</u>
Balance on hand: <u>0</u>	Clothing: <u>0</u>	
	Total Paid Out: <u>1100.00</u>	

Have you had any police contact? Yes ☐ No ☒ If yes, explain

Merissa James
PRINT Name Here

Street address

City, State

Zip code

New address? Yes ☐ No ☒ Date moved:

Phone Number

Cell Phone Provider

[Signature]
SIGN Name Here

Same as physical
Mailing Address

City, State

Zip code

Email Address

CHECK HERE IF YOU NEED MORE FORMS ☐

-- *DO NOT WRITE BELOW THIS LINE* -- Office Use Only -- *DO NOT WRITE BELOW THIS LINE* --

Employee initial

PR

C CK M

FS?

Yes

No

14



MONTHLY REPORT FORM
Lake County Probation Department
201 South Smith St.
Lakeport, CA 95453
(707) 262-4285



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DATE FORM COMPLETED: 9-5-15

Who do you live with? (Do not list yourself. If you need more room print on back of form)

Full Name (s)	Age	Relationship to you
<u>Merissa James</u>	<u>37</u>	<u>Self</u>
<u>Darian James</u>	<u>14</u>	<u>Son</u>

What is your source of monthly income (aid, employment, etc.)? unemployment

If you are employed, who is your employer? _____ Full time ☐ Part time ☐

Name and phone number of your supervisor? _____

Employment address (including city and state) _____

EARNINGS	MONTHLY EXPENSES	What new debts do you have?
Monthly Salary: <u>1206.00</u>	Rent: <u>0</u> Food: <u>400.00</u>	<u>None</u>
Spouse's Salary: <u>0</u>	Installment Payments: <u>480.00 Support</u>	
Other income: <u>0</u>	Insurance: <u>0</u>	
Explain other income: <u>0</u>	Transportation: <u>200-300.00</u>	Have you made your fine/restitution payment this month? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Total Income: <u>1200.00</u>	Medical: <u>0</u>	If no, explain why: <u>unable financially</u>
Balance on hand: <u>300.00</u>	Clothing: <u>0</u>	
	Total Paid Out: <u>1206.00</u>	

Have you had any police contact? Yes ☐ No ☒ If yes, explain _____

Merissa James
PRINT Name Here

[Signature]
SIGN Name Here

S

Kelseyville, CA 95451
City, State Zip code

Same as physical
Mailing Address

City, State Zip code

New address? Yes ☒ No ☐ Date moved: Aug 1, 2015

Email Address

(Is this a cell # Yes ☒ No ☐)

Phone Number

U.S. Cellular
Cell Phone Provider

CHECK HERE IF YOU NEED MORE FORMS ☐

— *DO NOT WRITE BELOW THIS LINE* — Office Use Only — *DO NOT WRITE BELOW THIS LINE* —

Employee initial _____ PR _____ C CK M FS? Yes No

15



MONTHLY REPORT FORM
Lake County Probation Department
201 South Smith St.
Lakeport, CA 95453
(707) 262-4285



Instructions: Print clearly. Answer all questions, do not leave blanks. Do not write "Same as last report" or "See last report." Do not send a copy. Report is due between the 1st and 10th of each month. **DO NOT FAX REPORT.** Do not send multiple reports in one month, only the current month will count. Do not send dirty or soiled forms, and write legibly. Information provided on this form is for the previous month.

DATE FORM COMPLETED: Oct. 3, 2015

Who do you live with? (Do not list yourself. If you need more room print on back of form)

Full Name (s)	Age	Relationship to you
<u>Merissa James</u>	<u>37</u>	<u>Self</u>
<u>Darian James</u>	<u>14</u>	<u>Son</u>

What is your source of monthly income (aid, employment, etc.)? unemployment
If you are employed, who is your employer? 0 Full time ☐ Part time ☐
Name and phone number of your supervisor? 0
Employment address (including city and state) 0

EARNINGS	MONTHLY EXPENSES	What new debts do you have?
Monthly Salary: <u>1200.00</u>	Rent: <u>0</u> Food: <u>400.00</u>	
Spouse's Salary: <u>0</u>	Installment Payments: <u>400.00 child support</u>	<u>NO</u>
Other income: <u>0</u>	Insurance: <u>0</u>	
Explain other income: <u>0</u>	Transportation: <u>300.00</u>	Have you made your fine/restitution payment this month? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
	Medical: <u>0</u>	If no, explain why: _____
Total Income: <u>1200.00</u>	Clothing: <u>0</u>	
Balance on hand: <u>200.00</u>	Total Paid Out: <u>1100.00</u>	

Have you had any police contact? Yes ☐ No ☒ If yes, explain _____

Merissa James
PRINT Name Here

[Signature]
SIGN Name Here

Street address

Red Bluffville 95451
City, State Zip code

Mailing Address

City, State Zip code

New address? Yes ☐ No ☐ Date moved: _____

Email Address

Phone Number

(Is this a cell # Yes ☒ No ☐

U.S. Cellular
Cell Phone Provider

CHECK HERE IF YOU NEED MORE FORMS ☐

- *DO NOT WRITE BELOW THIS LINE* - Office Use Only - *DO NOT WRITE BELOW THIS LINE* -

Employee initial _____ PR _____ C CK M FS? Yes No



MONTHLY REPORT FORM
Lake County Probation Department
201 South Smith St.
Lakeport, CA 95453
(707) 262-4285



Instructions: Print clearly. Answer all questions, do not leave blanks. Do not write "Same as last report" or "See last report." Do not send a copy. Report is due between the 1st and 10th of each month. **DO NOT FAX REPORT.** Do not send multiple reports in one month, only the current month will count. Do not send dirty or soiled forms, and write legibly. Information provided on this form is for the previous month.

DATE FORM COMPLETED: 11-1-15

Who do you live with? (Do not list yourself. If you need more room print on back of form)

Full Name (s)	Age	Relationship to you
<u>Merissa James</u>	<u>37</u>	<u>Self</u>
<u>Darian James</u>	<u>14</u>	<u>Son</u>

What is your source of monthly income (aid, employment, etc.)? unemployment

If you are employed, who is your employer? N/A Full time ☐ Part time ☐

Name and phone number of your supervisor? N/A

Employment address (including city and state) N/A

EARNINGS	MONTHLY EXPENSES	What new debts do you have?
Monthly Salary: <u>1200.00</u>	Rent: <u>0</u> Food: <u>906.00</u>	<u>none</u>
Spouse's Salary: <u>0</u>	Installment Payments: <u>405.00</u>	
Other income: <u>0</u>	Insurance: <u>0</u>	
Explain other income: <u>0</u>	Transportation: <u>306.00</u>	Have you made your fine/restitution payment this month? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Total Income: <u>1206.00</u>	Medical: <u>0</u>	If no, explain why: _____
Balance on hand: <u>106.00</u>	Clothing: <u>0</u>	
	Total Paid Out: <u>1150.00</u>	

Have you had any police contact? Yes ☐ No ☒ If yes, explain _____

Merissa James
PRINT Name Here

[Signature]
SIGN Name Here

Street address

Kelseyville, CA 95451
City, State Zip code

Mailing Address

City, State Zip code

New address? Yes ☐ No ☒ Date moved: _____

Email Address

Phone Number

U.S. Cellular
Cell Phone Provider

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Employee initial _____ PR _____ C CK M FS? Yes No



MONTHLY REPORT FORM
Lake County Probation Department
201 South Smith St.
Lakeport, CA 95453
(707) 262-4285



Instructions: Print clearly. Answer all questions, do not leave blanks. Do not write "Same as last report" or "See last report." Do not send a copy. Report is due between the 1st and 10th of each month. **DO NOT FAX REPORT.** Do not send multiple reports in one month, only the current month will count. Do not send dirty or soiled forms, and write legibly. Information provided on this form is for the previous month.

DATE FORM COMPLETED: 12-6-15

Who do you live with? (Do not list yourself. If you need more room print on back of form)

Full Name (s)	Age	Relationship to you
<u>Merissa James</u>	<u>37</u>	<u>Self</u>
<u>Darian James</u>	<u>14</u>	<u>Son</u>
What is your source of monthly income (aid, employment, etc.)? <u>unemployment</u>		
If you are employed, who is your employer? <u>N/A</u> Full time <input type="checkbox"/> Part time <input type="checkbox"/>		
Name and phone number of your supervisor? <u>N/A</u>		
Employment address (including city and state) <u>N/A</u>		

EARNINGS	MONTHLY EXPENSES	What new debts do you have?
Monthly Salary: <u>200.00</u>	Rent: <u>0</u> Food: <u>900.00</u>	
Spouse's Salary: <u>0</u>	Installment Payments: <u>400.00</u> <u>card supp.</u>	<u>none</u>
Other income: <u>0</u>	Insurance:	
Explain other income: <u>0</u>	Transportation: <u>300.00</u>	Have you made your fine/restitution payment this month? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Total Income: <u>200.00</u>	Medical: <u>0</u>	If no, explain why: _____
Balance on hand: <u>0</u>	Clothing: <u>0</u>	
	Total Paid Out: <u>1100.00</u>	

Have you had any police contact? Yes ☐ No ☒ If yes, explain _____

Merissa James
PRINT Name Here

[Signature]
SIGN Name Here

Street address

Kelseyville CA 95457
City, State Zip code

Same as physical
Mailing Address

City, State Zip code

New address? Yes ☐ No ☒ Date moved: _____

Email Address

Phone Number

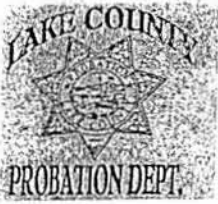
(Is this a cell # Yes ☒ No ☐)

u-s Cellular
Cell Phone Provider

CHECK HERE IF YOU NEED MORE FORMS ☐

DO NOT WRITE BELOW THIS LINE Office Use Only *DO NOT WRITE BELOW THIS LINE*

employee initial _____ PR _____ C CK M FS? Yes No



MONTHLY REPORT FORM

(COMPLETE FOR THE PREVIOUS MONTH)



INSTRUCTIONS: PRINT CLEARLY. ANSWER ALL QUESTIONS, DO NOT LEAVE BLANKS. DO NOT WRITE "SAME AS LAST REPORT" OR "SEE LAST REPORT." DO NOT MAKE COPIES. DELIVER THIS REPORT BETWEEN THE 1ST AND 10TH OF EACH MONTH TO THE PROBATION DEPARTMENT. DO NOT FAX REPORT. DO NOT SEND MULTIPLE REPORTS IN ONE MONTH, ONLY THE CURRENT MONTH WILL COUNT.

Lake County Probation Department
201 South Smith Street
Lakeport, CA 95453
(707) 262-4285

Indicate change of address or phone number here:

DATE FOR COMPLETED: _____

Was permission to move given?

Yes ☐ No ☒

Who do you live with? (Do not list yourself. If you need more room print on back of form)

Full Name (s)	Age	Relationship to you
Marlon Ines Jr	16	Son
Davian James	13	Son

What is your source of monthly income (aid, employment, etc.)? unemployment

If you are married, what is your spouse's monthly income? N/A

What is the source of your spouse's monthly income? N/A

If you are employed, who is your employer? N/A Full time ☐ Part time ☐

EARNINGS

Your Monthly Salary: 1624.00

Spouse's Monthly Income: 0

Other Income: 0

Explain other income: _____

Total Income: 1624.00

Balance on hand: 100.00

MONTHLY EXPENSES

Rent: 1000.00 Food: 400.00

Installment payments: _____

Transportation: 0

Insurance: 0

Medical: 0

Clothing: 0

Total Paid out: 1400.00

What new debts do you have? : none

Have you had any police contacts? Yes ☐ No ☒ If yes, explain _____

NOTE: Before mailing this form, review it to see that you have answered ALL questions.

Merissa James
PRINT Name Here

[Signature]
SIGN Name Here

Street address

lower lake CA 95457
City, State Zip code

RECEIVED

JAN 21 2015

COUNTY OF LAKE
PROBATION DEPT

Mailing Address

Same as Street Address
City, State Zip code

PHONE NUMBER: (707) [redacted]

Check here if you need new forms





MONTHLY REPORT FORM
Lake County Probation Department
201 South Smith St.
Lakeport, CA 95453
(707) 262-4285



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DATE FORM COMPLETED: 6-15-16

Who do you live with? (Do not list yourself. If you need more room print on back of form)

Full Name (s)	Age	Relationship to you
Marlon Jones Jr	17	Son
Darian James	14	Son

What is your source of monthly income (aid, employment, etc.)? employment childcare

If you are employed, who is your employer? Lauren Mahood Full time ☒ Part time ☐

Name and phone number of your supervisor? 530-5634

Employment address (including city and state) 16035 3rd Ave Clearlake.

EARNINGS	MONTHLY EXPENSES	What new debts do you have?
Monthly Salary: <u>1500.00</u>	Rent: <u>500.00</u> Food: <u>300.00</u>	<u>None</u>
Spouse's Salary: <u>0</u>	Installment Payments: <u>0</u>	
Other income: <u>Ballfresh 352.00</u>	Insurance: <u>52.00</u>	
Explain other income: <u>Ballfresh</u>	Transportation: <u>0</u>	Have you made your fine/restitution payment this month? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<u>but may stop due to</u>	Medical: <u>0</u>	If no, explain why: <u>will make</u>
Total Income: <u>1852.00</u>	Clothing: <u>0</u>	<u>payment on 6/17/16</u>
Balance on hand: <u>180.00</u>	Total Paid Out: <u>852.00</u>	

Have you had any police contact? Yes ☐ No ☒ If yes, explain _____

PRINT Name Here

Street address

RECEIVED

JUN 21 2016

COUNTY OF LAKE
PROBATION DEPT

SIGN Name Here

Mailing Address

City, State Zip code

City, State Zip code

New address? Yes ☒ No ☐ Date moved: _____

Email Address

(Is this a cell # Yes ☒ No ☐)

Phone Number

Cell Phone Provider

CHECK HERE IF YOU NEED MORE FORMS ☒

DO NOT WRITE BELOW THIS LINE Office Use Only *DO NOT WRITE BELOW THIS LINE*

Employee initial

PR

C CK M

FS? Yes No

20

Attachment #2